

A. STATE ADMINISTRATION

Grant Services in the Business Office of the Office of the Lt. Governor Rebecca S. Skillman will implement The Emergency Food Assistance Program (TEFAP) as of July 1, 2006. Julia Cunningham Holloway is the Director of Grant Services.

Beginning July 1, 2006, Grant Services will have signed agreements for TEFAP services with twelve RAs, to distribute, monitor, and transport USDA food products to the various food outlets each of their awarded counties in the State of Indiana. At this time, we have 403 food pantries and 142 soup kitchens (See Appendix B for the list of food outlets and numbers served by each). This past year, USDA products have been used by an average of 73,175 households each month and an average of 249,970 congregate meals have been served each month.

GRANT SERVICES reimburses each RA from the USDA administrative funds for performance-based services at a rate of \$.25 per pound of USDA food products distributed by the food outlets in their designated service areas. There are two special conditions in the contract. One states the RA must continue providing service to the food outlets through the end of the contract period regardless if all funding has been claimed. The second condition is to provide two percent (2%) of their total award amount in assisting each of their food outlets with maintaining a fifty-percent (50%) match of the USDA food products.

Outlet Monitoring

The TEFAP Specialist or designee, will review one-tenth of the current TEFAP food outlets or eight food outlets in the State each year. A letter will be sent to the appropriate RA summarizing any recommendations, concerns or findings that were identified in the review.

2. Annual RA and Storage Assessment

The TEFAP Specialist, or designee, will review four RA's and their storage facility on an annual basis. A letter will be sent to the RA summarizing any recommendations, concerns, or findings that were identified in either assessment (See Appendix J, for the TEFAP Assessment for the Recipient Agency and Appendix F for the Storage Facility Review).

